

ENVIRONMENTAL PROTECTION AGENCY

Recommendation for Incentive Award

Page 2

Instructions:

1. Page 2 Approval & Workcode is required when:
 - Award nominee is beyond the scope of your Region/AA-ship's security access
 - Award amount is \$5,000 or greater; and/or
 - Award FY cumulative amount is \$5000 or greater for the employee
 2. Submit pages 1 and 2 to your SPO for processing
-

Workcode/Percentages:

MC000000

100

Requesting Official:

Name:

Arnold E. Layne

Position Title:

OPP Deputy Office Director for Management

Signature:

Arnold E. Layne

Authorizing Official:

Name:

Alva Daniels

Position Title:

Physical Scientist

Signature:

ALVA DANIELS

Digitally signed by ALVA DANIELS
Date: 2020.06.05 09:23:14 -04'00'

Cumulative Amount Additional Approval (If the cumulative amount is \$5,000 or greater for fiscal year, additional approvals are required below.)

Supervisor:

Name:

Position Title:

Date:

Signature:

DA/DRA/SRO:

Name:

Position Title:

Date:

Signature: